

New School Script FINAL.xls

Script Name New School

Description The purpose of this script is to test the functionality contained in the New School module.

Created By Seth Sinclair

Prerequisites

Outputs New School initialized in the database. Serial number assigned.

Use Cases Covered New School, School Main Menu

Conditions Covered NS001-NS016

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
1	New School Submits a FISAP					
2	Open <Internet Explorer> Brower from the Desktop					
3	Enter <http://test.cbs.sfa.ed.gov:8532> in the browser URL	The System displays the Campus-Based log-in page for the school side of the FISAP.				
4	Enter <cbs> in the Username field	Field accepts value				
5	Enter <cbstest> in the Password field	Field accepts value				
6	Select the <OK> button	The system displays a login Page				
7	Select <Log In> button	A security password box displays (for testing purposes only)				
8	Enter <integrate> in the Username field	Field accepts value (this step is for testing purposes only and will not be necessary in February).				
9	Enter <pin1026> in the password field	Field accepts value				
10	Select <OK>	The System displays the PIN Authentication site with the following fields: social security number, first two letters of last name, date of birth, and PIN. The PIN Authentication site is outside of the eCB System.				
11	Enter <111223333> into the SSN field	Field accepts the value.				
12	Enter <MM> into the first two letters of last name field	Field accepts the value.				
13	Enter <07181980> in the DOB field	Field accepts the value.				
14	Enter <1422> in the PIN number field.	Field accepts the value.				
15	Select <Submit Request> button	Security Message displays				
16	If Security message displays, select <Yes>	The System displays a screen where the Admin User enters the Admin TG number. There is a field to enter a TG number. There is a Next button. There is a following instruction notifying the Admin User how to proceed: "Please enter your TG number using uppercase letters. The TG number is case-sensitive".				
17	Enter <TG50200> into the TG field and	Field accepts the value.				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
18	Select the <Next> button	The System displays the Campus-Based Program Funding main menu for the current award year. There are five main sections: FISAP, Setup, Self-Service, Glossary, and Help. Each of these five options is a link.				
19	School User Wants to Access the FISAP Area					
20	Select <FISAP> link	The System displays Part 1, Section A. of the FISAP.				SMM003
21	Select <Home> on the top nav bar	The System displays the Campus-Based Program Funding main menu for the current award year. There are five main sections: FISAP, Setup, Self-Service, Glossary, and Help. Each of these five options is a link.				
22	School User Wants to Access the Setup Area					
23	Select <Setup> link	The System displays the Setup-Change Schools page.				SMM005
24	Select <Home> on the top nav bar	The System displays the Campus-Based Program Funding main menu for the current award year. There are five main sections: FISAP, Setup, Self-Service, Glossary, and Help. Each of these five options is a link.				
25	School User Wants to Access the Self-Service					
26	Select <Self-Service> link	The System displays the Self-Service page.				SMM004
27	Select <Home> on the top nav bar	The System displays the Campus-Based Program Funding main menu for the current award year. There are five main sections: FISAP, Setup, Self-Service, Glossary, and Help. Each of these five options is a link.				
28	School User Wants to Access the Glossary					
29	Select <Glossary> link	The System displays the Glossary link.				SMM007
30	Select <Home> on the top nav bar	The System displays the Campus-Based Program Funding main menu for the current award year. There are five main sections: FISAP, Setup, Self-Service, Glossary, and Help. Each of these five options is a link.				
31	School User Wants Site Help					
32	Select the <Help> link	The System displays the main help area for the web site.				SMM006
33	Select <Home> on the top nav bar	The System displays the Campus-Based Program Funding main menu for the current award year. There are five main sections: FISAP, Setup, Self-Service, Glossary, and Help. Each of these five options is a link.				
34	School User Wants to Access the FISAP Area from the Top Nav Bar					
35	Select <FISAP> link from top nav bar	The System displays Part 1, Section A. of the FISAP.				
36	Select <Home> on the top nav bar	The System displays the Campus-Based Program Funding main menu for the current award year. There are five main sections: FISAP, Setup, Self-Service, Glossary, and Help. Each of these five options is a link.				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
37	School User Wants to Access the Setup Area from the Top Nav Bar					
38	Select <Setup> link from the top nav bar	The System displays the Setup-Change Schools page.				
39	Select <Home> on the top nav bar	The System displays the Campus-Based Program Funding main menu for the current award year. There are five main sections: FISAP, Setup, Self-Service, Glossary, and Help. Each of these five options is a link.				
40	School User Wants to Access Self-Service from the Top Nav Bar					
41	Select <Self-Service> link from the top nav bar	The System displays the Self-Service page.				
42	Select <Home> on the top nav bar	The System displays the Campus-Based Program Funding main menu for the current award year. There are five main sections: FISAP, Setup, Self-Service, Glossary, and Help. Each of these five options is a link.				
43	School User Wants to Lookup a Glossary Term from the Top Nav Bar					
44	Select <Glossary> link from the top nav bar	The System displays the Glossary link.				
45	Select <Home> on the top nav bar	The System displays the Campus-Based Program Funding main menu for the current award year. There are five main sections: FISAP, Setup, Self-Service, Glossary, and Help. Each of these five options is a link.				
46	School User Wants Site Help from the Top Nav Bar					
47	Select the <Help> link from the top nav bar	The System displays the main help area for the web site.				
48	Select <Home> on the top nav bar	The System displays the Campus-Based Program Funding main menu for the current award year. There are five main sections: FISAP, Setup, Self-Service, Glossary, and Help. Each of these five options is a link.				
49	User Wants to Submit a FISAP					
50	Select the <FISAP> link from the Main Menu Page	The System displays Part I, Page 1 of the FISAP. There are links on the left navigation bar to Part I and Part II of the FISAP, along with links for Additional Info, Validation, Submit, and Logout. "New School" is displayed at the top of the page.				
51	Enter <NEW UNIVERSITY> in field 1.a "Name"	Field displays value				
52	Enter <111 Test Avenue>in field 1.a "Address"	Field displays correct value				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
53	Enter <Washington> in field 1.a "City"	Field displays correct value				
54	Enter <DC> in field 1.a "State"	Field displays correct value				
55	Enter <20002> in field 1.a "Zip Code"	Field displays correct value				
56	Verify that field 2a. Serial # displays a "W" serial number (ie W00009)	Field displays correct value				
57	Enter <00222100> in field 2b. OPEID #	Field displays correct value				
58	Select <Public> in field 3. Type of School-Combo Box a.	Field displays correct value				
59	Enter <4> in field 4. Length/Type of Longest Program	Field accepts value				
60	Select "No" under field 5. Additional Locations	Field accepts value				
61	Select the <Next> button located at the lower right corner of the screen.	Part 1 Section B - Certifications and Warnings displays				
62	Enter <TEST Administrator> in field 6 "name"	Field accepts value				
63	Enter <(202) 290-5693> in field 6 "Phone Number"	Field accepts value				
64	Enter <(202) 290-5685> in field 6 "Fax Number"	Field accepts value				
65	Enter <testadmin@ecb.gov> in field 8 "Name"	Field accepts value				
66	Enter <9/22/2001> in field 8 "Date Signed"	Field accepts value				
67	Select <Chief Exec Officer> in the Field 8 "Title" Title-Combo Box	Field displays correct value				
68	Enter <4135451581> in field 8 "Phone Number"	Field accepts value				
69	Select the <Next> button located in the lower right-hand corner of the page.	Part II, Section b displays.				
70	Enter <4300000> in Part II - Section A. Field 1 Federal Perkins Loan Level of Expenditures	Field accepts value				
71	Enter <1961129> in Part II - Section A. Field 2 Federal Perkins Loan Federal Capital Contribution	Field accepts value				
72	Enter <6554640> in Part II - Section A. Field 3 FSEOG Federal funds	Field accepts value				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
73	Enter <1000000> in Part II - Section A, Field 4 FWS Federal funds	Field accepts value				
74	Select the <N> radio button for Part II - Section B, Field 5 - My institution wishes to discontinue participation in the Federal Perkins Loan Program.	Field displays value				
75	Select the <N> radio button for Part II - Section C, Field 6 My institution wishes to apply for a waiver of the penalty for the under use of funds and will provide a written explanation of the circumstances on the additional information screen.	Field displays value				
76	Select the <Next> button located in the lower right-hand corner of the page.	Part 2 Section D displays				
77	Verify that <Traditional> radio box is checked for Field D - My school's calendar	Field displays value				
78	Enter <22806> in Section D Field 7 "Undergraduate"	Field accepts value				
79	Enter <6176> in Section D Field 7 "Graduate/ Professional"	Field accepts value				
80	Enter <0> in Section D Field 8 "Undergraduate"	Field accepts value				
81	Enter <0> in Section D Field 8 "Graduate/ Professional"	Field accepts value				
82	Select the <Next> button located in the lower right-hand corner of the page.	Part 2 Section E displays				
83	Select the <Next> button located in the lower right-hand corner of the page.	Section F. Information on eligible aid applicants for Award Year 2000 - 2001 displays.				
84	Enter <786> in Part 2, Section F, field 25. Students with an "Automatic" Zero EFC - Column (A)	Field accepts value				
85	Enter <7> in Part 2, Section F, field 25. Students with an "Automatic" Zero EFC - Column (B)	Field Accepts Value				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
86	Enter <776> in Part 2, Section F, field 26. Taxable and Untaxable Income Column (A)	Field accepts value				
87	Enter <7> in Part 2, Section F, field 26. Taxable and Untaxable Income Column (B)	Field accepts value				
88	Enter <771> in Part 2, Section F, field 27 Taxable and Untaxable Income Column (A)	Field accepts value				
89	Enter <6> in Part 2, Section F, field 27 Taxable and Untaxable Income Column (B)	Field accepts value				
90	Enter <6798> in Part 2, Section F, field 28 Taxable and Untaxable Income Column (A)	Field accepts value				
91	Enter <55> in Part 2, Section F, field 28 Taxable and Untaxable Income Column (B)	Field accepts value				
92	Enter <12784> in Part 2, Section F, Field 29 Taxable and Untaxable Income Column (A)	Field accepts value				
93	Enter <120> in Part 2, Section F, Field 29 Taxable and Untaxable Income Column (B)	Field accepts value				
94	Click the <Update Totals> button located after Section F Field 40 under Dependent.	Field values are updated.				
95	Verify that the Total in Part 2, Section F, Field 40, Column (A) total is equal to the sum of the figures contained in column A <21915>	Field displays value				
96	Verify that the Total in Part 2, Section F, Field 40, Column (B) total is equal to the sum of the figures contained in column A <195>	Field displays value				
97	Enter <75> in Part 2, Section F, Field 25 Column (c)	Field accepts value				
98	Enter <4> in Part 2, Section F, Field 25 Column (d)	Field accepts value				
99	Enter <105> in Part 2, Section F, Field 25 Column (e)	Field accepts value				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
100	Enter <55> in Part 2, Section F, Field 26 Column C	Field accepts value				
101	Enter <6> in Part 2, Section F, Field 26 Column (d)	Field accepts value				
102	Enter <96> in Part 2, Section F, Field 26 Column (e)	Field accepts value				
103	Enter <51> in Part 2, Section F, Field 27 Column (c)	Field accepts value				
104	Enter <9> in Part 2, Section F, Field 27 Column (d)	Field accepts value				
105	Enter <59> in Part 2, Section F, Field 27 Column (e)	Field accepts value				
106	Enter <390> in Part 2, Section F, Field 28 Column (c)	Field accepts value				
107	Enter <39> in Part 2, Section F, Field 28 Column (d)	Field accepts value				
108	Enter <486> in Part 2, Section F, Field 28 Column (e)	Field accepts value				
109	Enter <1990> in Part 2, Section F, Field 29 Column (c)	Field accepts value				
110	Enter <131> in Part 2, Section F, Field 29 Column (d)	Field accepts value				
111	Enter <1559> in Part 2, Section F, Field 29 Column (e)	Field accepts value				
112	Click the <Update Totals> button located after Section F Field 40 under Independent.	Field values are updated.				
113	Verify that the Total in Part 2, Section F, Field 40, Column C Total is equal to the sum of the figures contained in column C <2561>	Field displays value				
114	Verify that the Total in Part 2, Section F, Field 40, Column D Total is equal to the sum of the figures contained in column D <189>	Field displays value				
115	Verify that the Total in Part 2, Section F, Field 40, Column E Total is equal to the sum of the figures contained in column E <2305>	Field displays value				

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Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
116	Select the <Submit > link located on the left navigation bar.	Validation Page displays with message "Your FISAP has passed all required validation checks. To proceed with the submission process, select the Continue to Submit Button Below." <Continue to Submit> button and <Print Friendly Version> link are available.				
117	Select the <Continue to Submit> link.	Submittal page is displayed with message " "By selecting "Submit" below you are agreeing to the following statements: We certify that information contained in this FISAP is in compliance with governing legislation and regulations and is true and accurate to the best of our knowledge. We understand that the information is subject to an audit and program review by representatives of the Secretary of Education. WARNING: Any person who knowingly provides false or misleading information on this FISAP will be subject to a fine up to \$10,000 or to imprisonment for up to 5 years or both under the provisions of the United States Criminal Code Title 18, Section 1001." To complete the FISAP submission process, you must ensure the following steps are done in addition to selecting "Submit" below: 1. The Debarment Form and Signature Page is printed and signed (available in Self-Service). 2. The Lobbying Form (optional) is printed and signed (available in Self-Service). 3. These forms are mailed to: Electronic FISAP Administrator 8300 Colesville Road, Suite 600 Silver Spring, MD 20910 A <Submit> button and a <Help> Button are available.				
118	Select the <Submit> button	The System displays a confirmation page with the date and time of the submission along with the User ID.				
119	Select the <Logout> link located on the left navigation bar	The System displays a warning page asking the User if they are sure they want to exit the site.				
120	Select the <Proceed> button	The System displays a page confirming that the User has logged out of the site.				
121	Select the <x> button located in the upper-right hand corner of the browser window	The Browser window closes.				
122	Login to the CB Staff Admin Site to Assign a Serial Number to the New School					

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Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
123	Open <Internet Explorer> Brower from the Desktop	Internet Explorer opens				
124	Enter <http://dev.cbs.sfa.ed.gov:8531/CBSWebApp/admin/adminWelcome.jsp> into the browser address window	A security password box displays (for testing purposes only)				ADS001
125	Enter <cbs> in the Username field	Field accepts value				
126	Enter <cbstest> in the Password field	Field accepts value				
127	Select the <OK> button	The system displays the Campus-Based Admin Login page. In the center of the page is a Login button. There is a following instruction notifying the Admin User how to proceed: "Welcome to Campus-Based Administration. To access the Campus Based Admin site: 1. Select the "Login" button, 2. Enter your PIN information. The PIN serves as your identifier to let you access information in systems for the Department of Education. If you do not have a PIN, go to the Department of Education PIN Registration site to apply, 3. Enter the Campus-Based Admin TG Number, 4. After login authentication is complete, the Campus-Based Admin home page will be displayed." If your security rights have not yet been established, contact the CB Security Officer at the Campus-Based Programs office.				ADS002
128	Select <Log In> button	A security password box displays (for testing purposes only)				
129	Enter <integrate> in the Username field	Field accepts value (this step is for testing purposes only and will not be necessary in February).				
130	Enter <pin1026> in the password field	Field accepts value				ADS003
131	Select <OK>	The System displays the PIN Authentication site with the following fields: social security number, first two letters of last name, date of birth, and PIN. The PIN Authentication site is outside of the eCB System.				ADS003
132	Enter <222334444> into the SSN field	Field accepts the value.				ADS003
133	Enter <po> into the first two letters of last name field	Field accepts the value.				ADS003
134	Enter <10221970> in the DOB field	Field accepts the value.				ADS003
135	Enter <1723> in the PIN number field.	Field accepts the value.				ADS003
136	Select <Submit Request> button	Security Message displays				ADS004
137	If Security message displays, select <Yes>	The System displays a screen where the Admin User enters the Admin TG number. There is a field to enter a TG number. There is a Next button. There is a following instruction notifying the Admin User how to proceed: "Please enter your TG number using uppercase letters. The TG number is case-sensitive".				ADS005
138	Enter <TG08899> into the TG field and	Field accepts the value.				ADS005

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Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
139	Select the <Next> button	The System displays the Campus-Based Admin home page. The following links are displayed on the left navigation bar: Accounting, Awards, ComLog, Communications, FISAP Update, Hold Schools, Manual Adjustments, New Schools, PART, PLIST, Recalculation, Reports, Tracking, Waivers, Work Colleges, Logout.				ADS006
140	Select the <New Schools> link from the left navigation bar	A. Add New School Page is displayed				
141	Select the <B. Assign a Serial Number> link from the left navigation bar	The System displays the New School Log, which lists schools that submitted a FISAP with a temporary serial number. Data displayed includes the date the FISAP was submitted, the new school's name, and the temporary serial number that was assigned. To the right of each school is a Select button.				NS007, NS008
142	Select the <Select> button next to the "NEW UNIVERSITY"	The System displays the New School - Assign Serial Number page. The fields for name, address 1, address 2, city, state, zip code, OPEID, DUNS, and serial number are pre-populated with the data that was submitted on the FISAP. All fields are editable. The serial number field displays the temporary serial number, which is selected so that when the Admin User types in the field, the new text overwrites the existing serial number. There is a Save button and a Previous button. There is an instruction notifying the Admin User how to proceed.				NS009, NS010, NS012
143	Enter <000001> in the Serial Number field	Field Accepts value				NS011, NS012
144	Select the <Save> button	The System displays a message at the top of the page notifying the User that the serial number is about to be saved.				NS013
145	Select the <Proceed> button	The System displays a warning message explaining that the Serial Number already exists in the system.				NS016
146	Enter <900003> in the Serial Number field	Field accepts the value. This overwrites the value that was initially populated.				NS011, NS012
147	Enter <12345678> in the OPEID field	Field Accepts value				
148	Select the <Save> button	The System displays a message at the top of the page notifying the User that the serial number is about to be saved.				NS013
149	Select the <Yes> button	The System displays a report containing the school name, address, and new serial number. There is a Printer Friendly Version link.				NS014, NS016
150	Select the <Logout> link on the left navigation bar	The System displays a warning message explaining that the User is about to Log Out of the site.				
151	Select the <Yes> button	The System displays the Log Out confirmation page.				
152	Enter the FISAP as the New School to Verify the Assigned Serial Number					

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
153		NOTE - TESTER NEEDS TO COORDINATE WITH BRAD PINNELL FROM WAN TO ESTABLISH LOG-IN INFORMATION FOR THE NEW (SCHOOL SN ASSOCIATED WITH TG - notify him to make TG50200 service serial number 900003 for FISAP service.)				
154	Enter <http://test.cbs.sfa.ed.gov:8532> in the browser URL	The System displays the Campus-Based log-in page for the school side of the FISAP.				
155	Enter <cbs> in the Username field	Field accepts value				
156	Enter <cbstest> in the Password field	Field accepts value				
157	Select the <OK> button	The system displays a login Page				
158	Select <Log In> button	A security password box displays (for testing purposes only)				
159	Enter <integrate> in the Username field	Field accepts value (this step is for testing purposes only and will not be necessary in February).				
160	Enter <pin1026> in the password field	Field accepts value				
161	Select <OK>	The System displays the PIN Authentication site with the following fields: social security number, first two letters of last name, date of birth, and PIN. The PIN Authentication site is outside of the eCB System.				
162	Enter <111223333> into the SSN field	Field accepts the value.				
163	Enter <MM> into the first two letters of last name field	Field accepts the value.				
164	Enter <07181980> in the DOB field	Field accepts the value.				
165	Enter <1422> in the PIN number field.	Field accepts the value.				
166	Select <Submit Request> button	Security Message displays				
167	If Security message displays, select <Yes>	The System displays a screen where the Admin User enters the Admin TG number. There is a field to enter a TG number. There is a Next button. There is a following instruction notifying the Admin User how to proceed: "Please enter your TG number using uppercase letters. The TG number is case-sensitive".				
168	Enter <50200> into the TG field and	Field accepts the value.				
169	Select the <Next> button	The System displays the eCB Main Menu.				
170	Select the <FISAP> link from the Main Menu Page	The System displays Part 1, Page 1 of the FISAP.				
171	Verify that <900003> appears in the Serial Number field	Field displays correct value				
	Select the <Logout> link on the left navigation bar	The System displays a warning page asking the User if they are sure they want to exit t the site.				
	Select the <Yes> button	The System displays a logout confirmation page.				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
172	Login to the FISAP as an Existing School and Add A New School in Set Up					
173	Open Internet Explorer Browser from Desktop	Explorer opens				
174	Type in URL <http://test.cbs.sfa.ed.gov:8532> into address line	Network Password Login Box appears				
175	Type <cbs> as your username and <cbstest> as your password	Field accepts value (this step is for test purposes only and will not be necessary in September)				
176	Click <ok>	Login Screen Appears				
177	Click <Log in> button	Network Password Login Box appears				
178	Type <integrate> as your username and <pin1026> as your password	Field accepts value (this step is for test purposes only and will not be necessary in September)				
179	Click <ok>	Login Screen Appears				
180	Click <Log in> button	Security message is displayed - if browsers is set that way				
181	Select the <Yes> button	The System displays the the PIN request page.				
182	Type in <11111111> to the SSN field	Fields displays the value.				
183	Type in <VA> into the last two digits of your last name fields	Fields displays the value.				
184	Type in <10/22/1970> in the DOB field	Fields displays the value.				
185	Type in <6613> in the PIN field	Fields displays the value.				
186	Click <submit request>	Security Alert message comes up.				
187	Click <yes>	The System displays a screen where the Admin User enters the Admin TG number. There is a field to enter a TG number. There is a Next button. There is a following instruction notifying the Admin User how to proceed: "Please enter your TG number using uppercase letters. The TG number is case sensitive".				
188	Enter <TG11111>	Fields displays the value.				
189	Click <next>	The System displays the Change Schools area within the Setup area of the site.				
190	Select the <Home> link on the top navigation bar	The System displays the Campus-Based Program Funding main menu for the current award year. There are five main sections: FISAP, Setup, Self-Service, Glossary, and Help. Each of these five options is a link.				
191	Select the <Setup> link on the Home Page.	The System displays the Setup page of the Campus-Based system.				
192	Select the <Administration> link	The System displays the Setup - Administration page. There is an option to revert to a previously submitted FISAP and a Proceed button. There is an option to create a new school and a Create button.				

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Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
193	Select the <Create> button	The System displays Part I, Page 1 of the FISAP. There are links on the left navigation bar to Part I and Part II of the FISAP, along with links for Additional Info, Validation, Submit, and Logout. "New School" is displayed at the top of the page.				
194	Enter <UNIVERSITY OF NEW SCHOOL> in field 1.a "Name"	Field displays value				
195	Enter <999TEST STREET>in field 1.a "Address"	Field displays correct value				
196	Enter <Washington> in field 1.a "City"	Field displays correct value				
197	Enter <MD> in field 1.a "State"	Field displays correct value				
198	Enter <20832> in field 1.a "Zip Code"	Field displays correct value				
199	Verify that field 2a. Serial # displays a "W" serial number (ie W00009)	Field displays correct value				
200	Enter <00222100> in field 2b. OPEID #	Field displays correct value				
201	Select <Public> in field 3. Type of School-Combo Box a.	Field displays correct value				
202	Enter <4> in field 4. Length/Type of Longest Program	Field accepts value				
203	Select "No" under field 5. Additional Locations	Field accepts value				
204	Select the <Next> button located at the lower right corner of the screen.	Part 1 Section B - Certifications and Warnings displays				
205	Enter <TEST Administrator> in field 6 "name"	Field accepts value				
206	Enter <(202) 290-5693> in field 6 "Phone Number"	Field accepts value				
207	Enter <(202) 290-5685> in field 6 "Fax Number"	Field accepts value				
208	Enter <testadmin@ecb.gov> in field 8 "Name"	Field accepts value				
209	Enter <9/22/2001> in field 8 "Date Signed"	Field accepts value				
210	Select <Chief Exec Officer> in the Field 8 "Title" Title-Combo Box	Field displays correct value				
211	Enter <4135451581> in field 8 "Phone Number"	Field accepts value				
212	Select the <Next> button located in the lower right-hand corner of the page.	Part II, Section b displays.				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
213	Enter <4300000> in Part II - Section A. Field 1 Federal Perkins Loan Level of Expenditures	Field accepts value				
214	Enter <1961129> in Part II - Section A. Field 2 Federal Perkins Loan Federal Capital Contribution	Field accepts value				
215	Enter <6554640> in Part II - Section A. Field 3 FSEOG Federal funds	Field accepts value				
216	Enter <1000000> in Part II - Section A. Field 4 FWS Federal funds	Field accepts value				
217	Select the <N> radio button for Part II - Section B. Field 5 - My institution wishes to discontinue participation in the Federal Perkins Loan Program.	Field displays value				
218	Select the <N> radio button for Part II - Section C. Field 6 My institution wishes to apply for a waiver of the penalty for the under use of funds and will provide a written explanation of the circumstances on the additional information screen.	Field displays value				
219	Select the <Next> button located in the lower right-hand corner of the page.	Part 2 Section D displays				
220	Verify that <Traditional> radio box is checked for Field D - My school's calendar	Field displays value				
221	Enter <22806> in Section D Field 7 "Undergraduate"	Field accepts value				
222	Enter <6176> in Section D Field 7 "Graduate/ Professional"	Field accepts value				
223	Enter <0> in Section D Field 8 "Undergraduate"	Field accepts value				
224	Enter <0> in Section D Field 8 "Graduate/ Professional"	Field accepts value				
225	Select the <Next> button located in the lower right-hand corner of the page.	Part 2 Section E displays				
226	Select the <Next> button located in the lower right-hand corner of the page.	Section F. Information on eligible aid applicants for Award Year 2000 - 2001 displays.				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
227	Enter <786> in Part 2, Section F, field 25. Students with an "Automatic" Zero EFC - Column (A)	Field accepts value				
228	Enter <7> in Part 2, Section F, field 25. Students with an "Automatic" Zero EFC - Column (B)	Field Accepts Value				
229	Enter <776> in Part 2, Section F, field 26. Taxable and Untaxable Income Column (A)	Field accepts value				
230	Enter <7> in Part 2, Section F, field 26. Taxable and Untaxable Income Column (B)	Field accepts value				
231	Enter <771> in Part 2, Section F, field 27 Taxable and Untaxable Income Column (A)	Field accepts value				
232	Enter <6> in Part 2, Section F, field 27 Taxable and Untaxable Income Column (B)	Field accepts value				
233	Enter <6798> in Part 2, Section F, field 28 Taxable and Untaxable Income Column (A)	Field accepts value				
234	Enter <55> in Part 2, Section F, field 28 Taxable and Untaxable Income Column (B)	Field accepts value				
235	Enter <12784> in Part 2, Section F, Field 29 Taxable and Untaxable Income Column (A)	Field accepts value				
236	Enter <120> in Part 2, Section F, Field 29 Taxable and Untaxable Income Column (B)	Field accepts value				
237	Click the <Update Totals> button located after Section F Field 40 under Dependent.	Field values are updated.				
238	Verify that the Total in Part 2, Section F, Field 40, Column (A) total is equal to the sum of the figures contained in column A <21915>	Field displays value				
239	Verify that the Total in Part 2, Section F, Field 40, Column (B) total is equal to the sum of the figures contained in column A <195>	Field displays value				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
240	Enter <75> in Part 2, Section F, Field 25 Column (c)	Field accepts value				
241	Enter <4> in Part 2, Section F, Field 25 Column (d)	Field accepts value				
242	Enter <105> in Part 2, Section F, Field 25 Column (e)	Field accepts value				
243	Enter <55> in Part 2, Section F, Field 26 Column C	Field accepts value				
244	Enter <6> in Part 2, Section F, Field 26 Column (d)	Field accepts value				
245	Enter <96> in Part 2, Section F, Field 26 Column (e)	Field accepts value				
246	Enter <51> in Part 2, Section F, Field 27 Column (c)	Field accepts value				
247	Enter <9> in Part 2, Section F, Field 27 Column (d)	Field accepts value				
248	Enter <59> in Part 2, Section F, Field 27 Column (e)	Field accepts value				
249	Enter <390> in Part 2, Section F, Field 28 Column (c)	Field accepts value				
250	Enter <39> in Part 2, Section F, Field 28 Column (d)	Field accepts value				
251	Enter <486> in Part 2, Section F, Field 28 Column (e)	Field accepts value				
252	Enter <1990> in Part 2, Section F, Field 29 Column (c)	Field accepts value				
253	Enter <131> in Part 2, Section F, Field 29 Column (d)	Field accepts value				
254	Enter <1559> in Part 2, Section F, Field 29 Column (e)	Field accepts value				
255	Click the <Update Totals> button located after Section F Field 40 under Independent.	Field values are updated.				
256	Verify that the Total in Part 2, Section F, Field 40, Column C Total is equal to the sum of the figures contained in column C <2561>	Field displays value				
257	Verify that the Total in Part 2, Section F, Field 40, Column D Total is equal to the sum of the figures contained in column D <189>	Field displays value				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
258	Verify that the Total in Part 2, Section F, Field 40, Column E Total is equal to the sum of the figures contained in column E <2305>	Field displays value				
259	Select the <Submit > link located on the left navigation bar.	Validation Page displays with message "Your FISAP has passed all required validation checks. To proceed with the submission process, select the Continue to Submit Button Below." <Continue to Submit> button and <Print Friendly Version> link are available.				
260	Select the <Continue to Submit> link.	Submittal page is displayed with message " "By selecting "Submit" below you are agreeing to the following statements: We certify that information contained in this FISAP is in compliance with governing legislation and regulations and is true and accurate to the best of our knowledge. We understand that the information is subject to an audit and program review by representatives of the Secretary of Education. WARNING: Any person who knowingly provides false or misleading information on this FISAP will be subject to a fine up to \$10,000 or to imprisonment for up to 5 years or both under the provisions of the United States Criminal Code Title 18, Section 1001." To complete the FISAP submission process, you must ensure the following steps are done in addition to selecting "Submit" below: 1. The Debarment Form and Signature Page is printed and signed (available in Self-Service). 2. The Lobbying Form (optional) is printed and signed (available in Self-Service). 3. These forms are mailed to: Electronic FISAP Administrator 8300 Colesville Road, Suite 600 Silver Spring, MD 20910 A <Submit> button and a <Help> Button are available.				
261	Select the <Submit> button	The System displays a confirmation page with the date and time of the submission along with the User ID.				
262	Select the <Logout> link located on the left navigation bar	The System displays a warning page asking the User if they are sure they want to exit the site.				
263	Select the <Proceed> button	The System displays a page confirming that the User has logged out of the site.				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
264	Select the <x> button located in the upper-right hand corner of the browser window	The Browser window closes.				
265	Login to the CB Staff Admin Site to Assign a Serial Number to the New School					
266	Open <Internet Explorer> Brower from the Desktop	Internet Explorer opens				
267	Enter <http://test.cbs.sfa.ed.gov:8532/CBSWebApp/admin/adminWelcome.jsp> into the browser address window	A security password box displays (for testing purposes only)				ADS001
268	Enter <cbs> in the Username field	Field accepts value				
269	Enter <cbstest> in the Password field	Field accepts value				
270	Select the <OK> button	The system displays the Campus-Based Admin Login page. In the center of the page is a Login button. There is a following instruction notifying the Admin User how to proceed: "Welcome to Campus-Based Administration. To access the Campus Based Admin site: 1. Select the "Login" button, 2. Enter your PIN information. The PIN serves as your identifier to let you access information in systems for the Department of Education. If you do not have a PIN, go to the Department of Education PIN Registration site to apply, 3. Enter the Campus-Based Admin TG Number, 4. After login authentication is complete, the Campus-Based Admin home page will be displayed." If your security rights have not yet been established, contact the CB Security Officer at the Campus-Based Programs office.				ADS002
271	Select <Log In> button	A security password box displays (for testing purposes only)				
272	Enter <integrate> in the Username field	Field accepts value (this step is for testing purposes only and will not be necessary in February).				
273	Enter <pin1026> in the password field	Field accepts value				ADS003
274	Select <OK>	The System displays the PIN Authentication site with the following fields: social security number, first two letters of last name, date of birth, and PIN. The PIN Authentication site is outside of the eCB System.				ADS003
275	Enter <222334444> into the SSN field	Field accepts the value.				ADS003
276	Enter <po> into the first two letters of last name field	Field accepts the value.				ADS003
277	Enter <10221970> in the DOB field	Field accepts the value.				ADS003
278	Enter <1723> in the PIN number field.	Field accepts the value.				ADS003
279	Select <Submit Request> button	Security Message displays				ADS004

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Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
280	If Security message displays, select <Yes>	The System displays a screen where the Admin User enters the Admin TG number. There is a field to enter a TG number. There is a Next button. There is a following instruction notifying the Admin User how to proceed: "Please enter your TG number using uppercase letters. The TG number is case-sensitive".				ADS005
281	Enter <TG08899> into the TG field and	Field accepts the value.				ADS005
282	Select the <Next> button	The System displays the Campus-Based Admin home page. The following links are displayed on the left navigation bar: Accounting, Awards, ComLog, Communications, FISAP Update, Hold Schools, Manual Adjustments, New Schools, PART, PLIST, Recalculation, Reports, Tracking, Waivers, Work Colleges, Logout.				ADS006
283	Select the <New Schools> link from the left navigation bar	The System displays the New School Main Menu page. There are links on the left navigation bar to "Create a New School" and "Assign a Serial Number."				
284	Select the <Assign a Serial Number> link from the left navigation bar	The System displays the New School Log, which lists schools that submitted a FISAP with a temporary serial number. Data displayed includes the date the FISAP was submitted, the new school's name, and the temporary serial number that was assigned. To the right of each school is a Select button.				NS007, NS008
285	Select the <Select> button next to University of New School	The System displays the New School - Assign Serial Number page. The fields for name, address 1, address 2, city, state, zip code, OPEID, DUNS, and serial number are pre-populated with the data that was submitted on the FISAP. All fields are editable. The serial number field displays the temporary serial number, which is selected so that when the Admin User types in the field, the new text overwrites the existing serial number. There is a Save button and a Previous button. There is an instruction notifying the Admin User how to proceed.				NS009, NS010, NS012
286	Enter <922222> in the Serial Number field	Field accepts the value. This overwrites the value that was initially populated.				NS011, NS012
287	Enter <22222222> in the OPEID Field	Field accepts value				
288	Select the <Save> button	The System displays a message at the top of the page notifying the User that the serial number is about to be saved.				NS013
289	Select the <Yes> button	The System displays a report containing the school name, address, and new serial number. There is a Printer Friendly Version link.				NS014, NS016
290	Select the <Logout> link on the left navigation bar	The System displays a warning message explaining that the User is about to Log Out of the site.				
291	Select the <Proceed> button	The System displays the Log Out confirmation page.				

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
292	Enter the FISAP as the New School to Verify the Assigned Serial Number					
293	Enter <http://test.cbs.sfa.ed.gov:8532> in the browser URL	The System displays the Campus-Based log-in page for the school side of the FISAP.				
294	Enter <cbs> in the Username field	Field accepts value				
295	Enter <cbstest> in the Password field	Field accepts value				
296	Select the <OK> button	The system displays a login Page				
297	Select <Log In> button	A security password box displays (for testing purposes only)				
298	Enter <integrate> in the Username field	Field accepts value (this step is for testing purposes only and will not be necessary in February).				
299	Enter <pin1026> in the password field	Field accepts value				
300	Select <OK>	The System displays the PIN Authentication site with the following fields: social security number, first two letters of last name, date of birth, and PIN. The PIN Authentication site is outside of the eCB System.				
301	Type in <11111111> to the SSN field	Field accepts the value.				
302	Type in <VA> into the last two digits of your last name fields	Field accepts the value.				
303	Type in <10/22/1970> in the DOB field	Field accepts the value.				
304	Type in <6613> in the PIN field	Field accepts the value.				
305	Click <submit request>	Security Message displays				
306	Click <yes>	The System displays a screen where the Admin User enters the Admin TG number. There is a field to enter a TG number. There is a Next button. There is a following instruction notifying the Admin User how to proceed: "Please enter your TG number using uppercase letters. The TG number is case-sensitive".				
307	Enter <TG11111>	Field accepts the value.				
308	Select the <Next> button	The System displays the eCB Main Menu.				
309	Select the <FISAP> link from the Main Menu Page	The System displays Part 1, Page 1 of the FISAP.				
310	Verify that <922222> appears in the Serial Number field	Field displays correct value				
311	Login to the CB Staff Admin Site to Create A New School Record					
312	Open <Internet Explorer> Brower from the Desktop	Internet Explorer opens				

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Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
313	Enter <http://dev.cbs.sfa.ed.gov:8531/CBSWebApp/admin/adminWelcome.jsp> into the browser address window	A security password box displays (for testing purposes only)				ADS001
314	Enter <cbs> in the Username field	Field accepts value				
315	Enter <cbstest> in the Password field	Field accepts value				
316	Select the <OK> button	The system displays the Campus-Based Admin Login page. In the center of the page is a Login button. There is a following instruction notifying the Admin User how to proceed: "Welcome to Campus-Based Administration. To access the Campus Based Admin site: 1. Select the "Login" button, 2. Enter your PIN information. The PIN serves as your identifier to let you access information in systems for the Department of Education. If you do not have a PIN, go to the Department of Education PIN Registration site to apply, 3. Enter the Campus-Based Admin TG Number, 4. After login authentication is complete, the Campus-Based Admin home page will be displayed." If your security rights have not yet been established, contact the CB Security Officer at the Campus-Based Programs office.				ADS002
317	Select <Log In> button	A security password box displays (for testing purposes only)				
318	Enter <integrate> in the Username field	Field accepts value (this step is for testing purposes only and will not be necessary in February).				
319	Enter <pin1026> in the password field	Field accepts value				ADS003
320	Select <OK>	The System displays the PIN Authentication site with the following fields: social security number, first two letters of last name, date of birth, and PIN. The PIN Authentication site is outside of the eCB System.				ADS003
321	Enter <222334444> into the SSN field	Field accepts the value.				ADS003
322	Enter <po> into the first two letters of last name field	Field accepts the value.				ADS003
323	Enter <10221970> in the DOB field	Field accepts the value.				ADS003
324	Enter <1723> in the PIN number field.	Field accepts the value.				ADS003
325	Select <Submit Request> button	Security Message displays				ADS004
326	If Security message displays, select <Yes>	The System displays a screen where the Admin User enters the Admin TG number. There is a field to enter a TG number. There is a Next button. There is a following instruction notifying the Admin User how to proceed: "Please enter your TG number using uppercase letters. The TG number is case-sensitive".				ADS005
327	Enter <TG08899> into the TG field and	Field accepts the value.				ADS005

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
328	Select the <Next> button	The System displays the Campus-Based Admin home page. The following links are displayed on the left navigation bar: Accounting, Awards, ComLog, Communications, FISAP Update, Hold Schools, Manual Adjustments, New Schools, PART, PLIST, Recalculation, Reports, Tracking, Waivers, Work Colleges, Logout.				ADS006
329	Basic Flow - Create a New School Record					
330	Select <New Schools> link from the left navigation bar	The System displays the "The Add New Schools Page"				
331	Select the "Add New School" link.	The "Add a New School Page" is displayed. Fields displayed on this page include Name, Address 1, Address 2, City, State, Zip Code, OPEID, DUNS, and Serial Number. A save button is available. Instructions on the page read "Enter School data in the fields below, then select "Save" to record the data.				NS002, NS003
332	Enter <Test University> in the Name field	Field accepts the value.				NS003
333	Enter <100 First Street> in the Address 1 field	Field accepts the value.				NS003
334	Leave the Address 2 field blank	N/A				NS003
335	Enter <Washington> in the City field	Field accepts the value.				NS003
336	Enter <DC> in the State field	Field accepts the value.				NS003
337	Enter <11111> in the Zip Code field	Field accepts the value.				NS003
338	Enter <33333333> in the OPEID field	Field accepts the value.				NS003
339	Enter <111111111> in the DUNS field	Field accepts the value.				NS003
340	Enter <009000> in the Serial Number field	Field accepts the value.				NS003
341	Select the "Save" button	The System displays a message at the top of the page notifying the Admin User the serial number is about to be saved. There is a Yes button and a No button. The message reads "You are about to permanently assign this serial number to this school. Select "Proceed" to continue."				NS004
342	Select the "Proceed" button	The System displays a report containing the school name, address, and new serial number. The Username of the Admin User is also displayed along with the date and timestamp. There is a Printer Friendly Version link.				NS005
343	User Wants to Print the New School Results Page					
344	Select the <Print Friendly Version>					NS006
345	Select the <File> link on the top of the browser window	A dropdown box of options displays.				NS006

Step	Value to Enter/Action	Expected Results	Actual Results	Pass/Fail	SIR #	Test Conditions
346	Select the <Print> link from the browser dropdown box	A Print dialogue box displays.				NS006
347	Select the <Print> button in the Print dialogue box	The Report prints to the selected printer.				NS006
348	Select the <Logout> link on the left navigation bar	The Systems displays a message at the top of the page asking if you are sure you want to log out. There is a yes button and a no button.				
349	Select the <Proceed> button	The Systems logs out.				